

## LAW DEPARTMENT SUMMARY

The Law Department provides legal counsel to the City Council, City Manager, and all departments, boards, agencies, utilities and commissions of the City. The legal staff represents the City in all legal actions and prosecutes cases in Municipal Court. Other responsibilities include preparation of ordinances and other legal instruments and issuance of legal opinions. This office administers a diversion program for first-time offenders of drunk driving and prosecutes cases in the City's environmental court.

### Budget Highlights

The 1990 revised budget is increased by \$28,260 (3%) over the 1989 revised budget.

- The salary improvement of \$23,430 is included in the 1990 revised budget.
- A first-time charge of \$23,970 is included in the 1989 and 1990 budgets as the Law Department's assigned cost for data processing.
- The City's General Fund will assume full cost for the DUI program, or approximately \$34,000 in both 1989 and 1990 budgets. The DUI program includes funding for an Attorney I (prosecutor) and office supplies. The DUI diversion program will receive fee revenues of \$40,000 in 1989, and \$52,500 in 1990.
- The Tort Liability and Workers' Compensation budgets each will contribute \$32,750 to offset legal expenses in the 1990 budget.
- The budget continues funding for the Environmental Court, with an experienced attorney assigned to handle environmental issues.

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### Budget Summary

	<u>1989 Adopted</u>	<u>1989 Revised</u>	<u>1990 Adopted</u>	<u>1990 Revised</u>
Personal Services	\$ 818,510	\$ 771,080	\$ 825,080	\$ 801,700
Contractual Services	44,500	68,240	44,500	65,880
Commodities	10,380	10,380	10,380	10,380
<b>Total</b>	<b><u>\$ 873,390</u></b>	<b><u>\$ 849,700</u></b>	<b><u>\$ 879,960</u></b>	<b><u>\$ 877,960</u></b>

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**CITY OF WICHITA 1989 / 90 ADOPTED BUDGET**

**FUND: 110 - GENERAL FUND**  
**DEPARTMENT: 04 - LAW**

	1988 ACTUAL	1989 ADOPTED	1989 REVISED	1990 ADOPTED	1990 REVISED
110 Regular Salaries	531,800	667,240	627,610	673,800	642,160
120 Special Salaries	0	0	0	0	0
130 Overtime	0	0	0	0	0
140 Employee Benefits	129,087	151,270	143,470	151,280	159,540
<b>SUBTOTAL PERSONAL SERVICES</b>	<b>660,887</b>	<b>818,510</b>	<b>771,080</b>	<b>825,080</b>	<b>801,700</b>
210 Utilities	33	0	0	0	0
220 Communications	11,623	13,860	13,860	13,860	11,500
230 Transportation and Training	2,261	5,550	5,550	5,550	5,550
240 Insurance	10	0	0	0	0
250 Professional Fees	198	150	150	150	150
260 Data Processing	6,340	230	23,970	230	23,970
270 Equipment Contractuals	188	200	200	200	200
280 Building and Grounds Contractuals	0	0	0	0	0
290 Other Contractuals	14,236	24,510	24,510	24,510	24,510
<b>SUBTOTAL CONTRACTUAL SERVICES</b>	<b>34,889</b>	<b>44,500</b>	<b>68,240</b>	<b>44,500</b>	<b>65,880</b>
310 Office Supplies	9,564	9,550	9,550	9,550	9,550
320 Clothing and Towels	0	0	0	0	0
330 Chemicals	466	530	530	530	530
340 Equipment Parts	19	300	300	300	300
350 Materials	0	0	0	0	0
360 Equipment Supplies	0	0	0	0	0
370 Building Parts	0	0	0	0	0
380 Non-Capitalizable Equipment	0	0	0	0	0
390 Other Commodities	5	0	0	0	0
<b>SUBTOTAL COMMODITIES</b>	<b>10,053</b>	<b>10,380</b>	<b>10,380</b>	<b>10,380</b>	<b>10,380</b>
410 Land	0	0	0	0	0
420 Buildings	0	0	0	0	0
430 Improvements	0	0	0	0	0
440 Office Equipment	0	0	0	0	0
450 Vehicular Equipment	0	0	0	0	0
460 Operating Equipment	0	0	0	0	0
<b>SUBTOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
510 Interfund Transfers	17,329	0	0	0	0
520 Debt Service	0	0	0	0	0
530 Other Non-Operating Expenses	0	0	0	0	0
540 Other	0	0	0	0	0
<b>SUBTOTAL OTHER</b>	<b>17,329</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL</b>	<b>723,157</b>	<b>873,390</b>	<b>849,700</b>	<b>879,960</b>	<b>877,960</b>

**CITY OF WICHITA 1989/90 ADOPTED BUDGET**

**FUND:** 110 - GENERAL  
**DEPARTMENT:** 04 - LAW

The Law Department represents the City in all legal actions brought against the City or initiated by the City, including prosecution in the Municipal Court. The department investigates and makes recommendation on claims for damages filed against the City and provides legal counsel to the City Council, City Manager and departments, boards, agencies, utilities and commissions of the City.

Other responsibilities are to draft and approve ordinances, resolutions, contracts, and other legal instruments; to render legal opinions as requested; and to provide legal assistance in labor relations, cable television matters, and the City's legislative program.

The City Attorney is also charged with the responsibility of administering a diversion program for DUI first-time offenders.

POSITION TITLE	POSITIONS		1990 REVISIED	1990 EMPLOYMENT RANGE	1989 ADOPTED	1989 REVISED	1990 REVISED
	1989 ADOPTED	1989 REVISED					
Dir. of Law & City Attorney	1	1	1	E-3	59,600	59,600	59,600
First Attorney	1	1	1	E-6	55,430	50,300	50,300
Senior Attorney	2	2	2	E-7	102,390	91,530	91,530
Attorney III	3	3	3	E-9	126,460	118,120	118,120
Attorney II	3	3	3	E-12	101,720	96,310	96,210
Attorney I	1	2	2	628	29,210	49,480	55,500
Attorney I (KDOT/DUI)	1	0	0	628	27,600	0	0
Attorney (PT)	3	3	3	627	88,760	88,760	93,590
Administrative Secretary	1	1	1	620/21	23,640	23,640	24,500
Legal Secretary	4	4	4	620	90,140	90,140	93,520
Secretary	1	1	1	618/19	19,510	19,510	20,990
Subtotal	21	21	21		724,460	687,390	703,860
ADD: Longevity					3,420	3,420	3,800
Year End Payroll Accrual					2,560	0	0
LESS CHARGES:							
Tort Liability					(31,600)	(31,600)	(32,750)
Workers Compensation & Unemployment Comp.					(31,600)	(31,600)	(32,750)
TOTAL					667,240	627,610	642,160